



## **Parking Implementation and Governance Committee**

**Meeting Date:** May 6, 2015

**Time:** 8:00 to 9:30 am

**Location:** Town Manager's Conference Room, Town Hall Annex

**Attendance:** Steve Biagioni (Arlington Catholic), Steve Byrne (Selectman), Adam Chapdelaine (Town Manager), Mike Gordon (resident), John Hurd (Chamber of Commerce), Mike Morse (Treasurer), Howard Muise (TAC), Corey Rateau (Police), Leland Stein (Arl. Ctr. Merchants), Laura Wiener (Planning)  
Non-members present: Wayne Chouinard (Town Engineer), Mary Lou Ward (ACMI)

**Meeting Minutes:**

Minutes of the April 16, 2015 meeting as amended were approved.

Wayne reported that he has been looking at the foundation plan from IPS, the multi-space meter vendor. Small curb adjustments are needed. Foundations will be put out to bid. He will let committee know about cost estimates so it can be decided if there will be 4 or 5 multi-space meters installed. Meters will be entirely solar powered. Adam asked Mike M. to price one for electricity. Estimated pricing so far is \$43,000 for 5 units plus spare parts kit. Available amount is \$53,000.

Pay-by-space vs. display vs. plate. Adam reported on costs for pay-by-space. Cost for pole installation in off street parking lots estimated to be about \$20,000. Cost to paint numbers on spaces estimated at about \$5000 annually. Cost to convert machines from one format to another is about \$75/machine. All agreed to stay with pay and display for now, which can be evaluated and changed in the future at minimal cost. Motion to implement Pay-and-Display at Russell Common and Railroad Street parking lots. Voted unanimously.

Permit vs. meter spaces at Russell Common lot. Laura reported meter spaces have higher occupancy on weekends, and permit spaces have higher occupancy during the week. Leland noted that current system is confusing to customers. Motion to remove designation of permit spaces. Voted unanimously. Town will continue to monitor utilization and may consider capping permits in the future.

Loading zones. Leland noted that taxi stands are largely vacant. Suggested making a loading zone in current taxi stand on Mass. Ave. at Medford Street that meets needs of most trucks, though some trucks may be too large for that space. Status quo is that trucks park in bus stop or double park. Adam asked about mandating time requirements for loading. Leland will reach out to Starbucks regarding their loading needs. Laura will look at other communities.

Farmers Market. Sometimes Market causes conflicts in Russell Common lot, when Arlington Catholic is in session. Laura will get information from Patsy Kraemer, coordinator of Farmers Market, about time and space needs.

Single space on-street meters. Laura will gather materials for next meeting.

Schedule for installation of multi-space meters. Mike M. reported 8-12 weeks from ordering. Awaiting final decision on solar vs. electric.

Meeting adjourned at 9:30 am.

Workplan for next meeting.

**Laura**—Loading regs. in other communities, Farmers Market requirements, info on single space meters

**Treasurer's office**—Price for one electric meter. Finalize budget and schedule for installation.

**Leland**—Check with merchants about loading zone needs, particularly Starbucks.